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Executive Registry

OCD

Office Memorandum

UNITED STATES GOVERNMENT

TO : Executive
THROUGH: Chief, Administrative Staff
FROM : Chief, Services Division
SUBJECT: Equipment for the [redacted] Project

DATE: 2 December 1949

25X1A2D1

Confirming the discussion in your office on Friday, 2 December 1949, in connection with the implementation of Project [redacted], the following described equipment must be procured for that purpose:

25X1A2D1

| <u>Quantity</u> | <u>Item</u> | <u>Estimated Cost</u> | <u>Total</u> |
|-----------------|--|-----------------------|---|
| 1 | Paper Cutter, electric, precision, guillotine type blade | \$ 5,000.00 | |
| 1 | Microtronic Printer, (Enlarger, automatic and repeat, for 22 V. AC three phase 60 cycle, complete unit set up and ready for operation), including tax | 16,138.00 | |
| | Photostat Machine, Processing Unit, continuous, Photostat Company Simplex Model 4, or equal, with temperature regulator powers or equal; with six rewind drums, including tax and shipping charges | 14,550.00 | |
| | Photo-Electric Trimming Device, including tax | 9,669.00 | \$45,357.00 |
| | Microfilm Readers, 35 MM | 4,200.00 | |
| | Dictating Machines | 2,250.00 | 6,450.00 |
| | | | Estimated Grand Total ----- \$51,807.00 |

| | |
|---------------------|--------------------------|
| Document No. | 115 |
| No Change in Class. | <input type="checkbox"/> |
| Ex-Review Date: | 1 FEB 1970 |
| Auth. HR 70-3 | 1 FEB 1970 |
| Data: | |

As indicated, the first four items will be charged to the Reproduction Branch Allotment Account and the last two items to the OCD Allotment Account.

25X1A9A

APPROVED: [redacted]

DEC 13 1949

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cc: Management Officer
 Chief, Administrative Staff
 Budget Officer

1 cc: Chief, Services
 Acting Chief, Supply Branch

Executive Assistant Director, OCD

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